

# TOWNSHIP OF THORNAPPLE

Eric Schaefer, *Supervisor* / Debra K Buckowing, *Treasurer* / Cindy A. Willshire, *Clerk*  
 Curt Campbell, *Trustee* / Ross DeMaagd, *Trustee* / Kim Selleck, *Trustee* / Sandra Rairigh, *Trustee*

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 PO Box 459 - 200 E Main St. - Middleville, MI 49333



## REGULAR MEETING August 8, 2022

1. INVOCATION
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

TIME: 7:00 P.M.

<b>ROLL CALL:</b>	Buckowing: Campbell: DeMaagd: Rairigh:	Present Present Present Present	Schaefer: Selleck: Willshire:	Present Present Absent
<b>OTHERS PRESENT:</b>	Chief Bill Richardson, Commissioner Catherine Getty, Amy Brown, Alex Middleton, Casandra Vugteveen, Jason Preslar, Steve Sage, Chad Klutman, Mike Powell, Carene Powell, Katherine Bussard, and Collin Chrenka.			

### 4. APPROVAL OF PRINTED AGENDA:

<b>MOTION STATED:</b>	Buckowing- Motion to approve the Printed Agenda as amended with item 10(a) separated into two items and item 12(l) Ad-Hoc Committee Changes added.
<b>MOTION SUPPORTED:</b>	Campbell
<b>MOTION STATUS:</b>	Approved by voice vote. 6 ayes, 0 no's and 1 absent.

### 5. APPROVAL OF CONSENT AGENDA:

<b>MOTION STATED:</b>	Campbell – motion to approve the Consent Agenda as presented.
<b>MOTION SUPPORTED:</b>	Selleck
<b>MOTION STATUS:</b>	Approved by roll call. 6 ayes, 0 no's and 1 absent.

### 6. FIRST PUBLIC COMMENT: None.

### 7. COUNTY REPORT:

<b>County Commissioner Catherine Getty:</b>	Getty explained the County Board of Commissioners had approved the hiring of a full-time animal shelter tech. They anticipate the current animal shelter director Ken Hersh, looking toward retirement in 2023. They also approved the purchase of new office furniture for the County Clerk's office to address a safety issue occurring which resulted from an electrical shortage. They also approved some funds for the Jordan Lake Dam and a Drain. The COA director, Tammy Pennington, is retiring and an open house will be held August 25 from 3pm to 5pm at the COA office.
<b>Board Response:</b>	Thanked Commissioner Getty for the information.

**8. RESERVED TIME:** Katherine Bussard thanked the board members for their continued support. Katherine explained that on Main Street in Middleville businesses are required to receive mail at the post office in their PO boxes as they cannot have regular mailboxes. The DDA is offering an alternative to this situation by purchasing and paying any maintenance costs for a shared mailbox, should the township support the project. Bussard showed photos of the shared mailbox that would service multiple businesses with each having a separate lock box. Bussard suggested it be located at the township offices near the back door. Bussard stated she had not received feedback from the Village of Middleville but wondered what the township thought about it. Rairigh asked how large the space would be. Bussard said it would average 3 times larger than the current post office boxes. Buckowing asked if the DDA maintenance would include the cost of the surrounding cement work. Bussard said yes. Campbell asked why Main Street can't have them. Bussard said it had to do with an agreement made a long time ago. Selleck said he didn't have an issue with it if the businesses wanted to do it that way. Bussard thanked the board for their support of the idea and stated she would get them further details. Bussard also gave some highlights of DDA activities which included ribbon cutting, the train depot renovation, and Heritage Days, which includes the Canoe Race and a Community Night Out. Bussard thanked Buckowing for her help finding funds in their budget that she didn't know would be coming to the DDA.

**9. EMERGENCY SERVICES REPORT:** Chief Richardson thanked everyone on the board for their support and thanked the TTES staff that attended the meeting for their hard work through the staffing shortage. He stated that runs were stable, and he was working on streaming lining a way to provide a report of activity for the month so that it wasn't so time consuming but still informative. He also stated that Hastings losing paramedics was causing them to request more mutual aide. There was a structure fire Sunday night, but the department did a great job getting it put out.

**10. UNFINISHED BUSINESS:**

**A. Non-statutory Wages:**

<b>MOTION STATED:</b>	Rairigh – Motion to increase the Supervisor’s non-statutory wages by 5.9% retroactive to 4-01-2022.			
<b>MOTION SUPPORTED:</b>	Campbell			
<b>MOTION STATUS:</b>	Approved by roll call. 5 ayes, 0 no’s, 1 abstained and 1 absent.			
<b>ROLL CALL VOTE:</b>	Buckowing:	Yes	Schaefer:	Abstain
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Absent
	Rairigh:	Yes		

<b>MOTION STATED:</b>	Campbell – Motion to increase the Treasurer’s non-statutory wages by 5.9% retroactive to 4-01-2022.			
<b>MOTION SUPPORTED:</b>	Rairigh			
<b>MOTION STATUS:</b>	Approved by roll call. 5 ayes, 0 no’s, 1 abstained and 1 absent.			

<b>ROLL CALL VOTE:</b>	Buckowing: Campbell: DeMaagd: Rairigh:	Abstain Yes Yes Yes	Schaefer: Selleck: Willshire:	Yes Yes Absent
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**11. NEW BUSINESS:**

**A. Scholarship Program** –Schaefer explained that he had asked to be able to enter into agreement with the employees rather than the board because classes begin before the next regular board meeting. Schaefer asked members if there were any questions about the program. Selleck asked why it’s called a scholarship when the employee must pay it back. Campbell explained that because they were public funds, they could not be given to a private person. Therefore, it would have to be a repayment program. DeMaagd asked if the deduction could be every pay date instead of once each month. Schaefer said he thought that would be allowed. Rairigh asked where the revenue would come from. Buckowing agreed that was her question and asked Schaefer if it would come from the general fund. Schaefer stated yes, it would be and that as employees paid it back it would be refunded for the others to have the same opportunity. The amount would be broken up amongst various recipients. Selleck asked if it was any employee, not just TTES. Schaefer said yes, but it would need to pertain to their position in the township. Buckowing asked if the Chief had reviewed the contract and Chief Richardson responded that he had and understood the idea of 26 payments rather than 12 payments per year. DeMaagd reminded the board that the loan did not have interest so there was a benefit for employees in that.

<b>MOTION STATED:</b>	DeMaagd - Motion to establish a fund (with revenue from the general fund) of \$25,000.00 to assist employees in furthering their education.
<b>MOTION SUPPORTED:</b>	Selleck
<b>MOTION STATUS:</b>	Approved by roll call. 6 ayes, 0 no’s and 1 absent.

<b>ROLL CALL VOTE:</b>	Buckowing: Campbell: DeMaagd: Rairigh:	Yes Yes Yes Yes	Schaefer: Selleck: Willshire:	Yes Yes Absent
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<b>MOTION STATED:</b>	Selleck - Motion to authorize the Township Supervisor to enter into and execute repayment plan agreements with township employees as outlined in “School Payment Plan Agreement” with caveat that employees could make the deduction per pay period or monthly.
<b>MOTION SUPPORTED:</b>	Campbell
<b>MOTION STATUS:</b>	Approved by roll call. 6 ayes, 0 no’s and 1 absent.

<b>ROLL CALL VOTE:</b>	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Absent
	Rairigh:	Yes		

**B. Explosion Proof Cabinet** – Chief Richardson stated that currently there are flammable items being stored at the station that should be stored in a flammable storage cabinet.

<b>MOTION STATED:</b>	DeMaagd - Motion to authorize Chief Richardson to purchase a flammable materials storage cabinet for an amount NTE \$900.00.
<b>MOTION SUPPORTED:</b>	Buckowing
<b>MOTION STATUS:</b>	Approved by roll call. 6 ayes, 0 no's and 1 absent.

<b>ROLL CALL VOTE:</b>	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Absent
	Rairigh:	Yes		

**C. Expedited Hiring Process-** Chief Richardson stated that there is a huge shortage of paramedics in the State of Michigan and throughout the entire United States. When he first started there were two applicants, but by the time he went to interview them, they had already been hired in at other places. Therefore, waiting the month for board approval creates challenges to getting people hired in and started on serving the community.

<b>MOTION STATED:</b>	DeMaagd - Motion to allow Chief Richardson to coordinate with the EMS Committee and the Personnel and Compensation Committee for new hires without full board approval, in order to expedite the process and fill open positions.
<b>MOTION SUPPORTED:</b>	Campbell
<b>MOTION STATUS:</b>	Approved by roll call. 6 ayes, 0 no's and 1 absent.

<b>ROLL CALL VOTE:</b>	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Absent
	Rairigh:	Yes		

**D. Resolution 13-2022 METRO Act** – Schaefer explained that it had been approved at the last meeting but that it had to be by resolution.

<b>MOTION STATED:</b>	Buckowing - Motion to approve Resolution 13-2022 METRO Act – GLE right-of way permissions in Thornapple Township.			
<b>MOTION SUPPORTED:</b>	Rairigh			
<b>MOTION STATUS:</b>	Approved by roll call. 6 ayes, 0 no's and 1 absent.			
<b>ROLL CALL VOTE:</b>	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Absent
	Rairigh:	Yes		

**E. Cemetery Roads** – DeMaagd explained that he expects a call back next week with a quote as the company would be working in Lowell so would be in the area. Buckowing asked if the funds would come from the General Fund or the Shaw Fund. Rairigh said that it was already budgeted to come from the General Fund. DeMaagd is a little concerned that the roads may be too narrow, as they can only go to 12 feet.

<b>MOTION STATED:</b>	DeMaagd - Motion to authorize the Cemetery Committee to hire a road repair company (asphalt and/or chip sealing) to repair the cemetery roads as needed, up to the amount budgeted (NTE \$19,500.00.)			
<b>MOTION SUPPORTED:</b>	Buckowing			
<b>MOTION STATUS:</b>	Approved by roll call. 6 ayes, 0 no's and 1 absent.			

<b>ROLL CALL VOTE:</b>	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Absent
	Rairigh:	Yes		

**F. Pay Structure for Full-time Paramedics/Fire Fighters** – Selleck asked what the salary plus overtime model was. Chief Richardson explained that currently it is based on a 28-day cycle. Richardson said that it can cause errors due to tracking. If they work their regular schedule, they will get the same amount each pay date. If they work overtime, then they would still get paid the overtime rate. DeMaagd asked if staff had a chance to review it. Chief said they had and were okay with the change.

<b>MOTION STATED:</b>	Campbell - Motion to convert the full-time staff pay schedule from a FLSA computation to a salary plus overtime model based on a yearly salary divided by 26 pay periods.			
<b>MOTION SUPPORTED:</b>	Schaefer			
<b>MOTION STATUS:</b>	Approved by roll call. 6 ayes, 0 no's and 1 absent.			

<b>ROLL CALL VOTE:</b>	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Absent
	Rairigh:	Yes		

**G. Pay Scale for Full-time Paramedics/Fire Fighters** – Schaefer asked for questions. Rairigh asked if Collin’s pay would be brought up to the second-year level. Chief replied yes.

<b>MOTION STATED:</b>	Rairigh - Motion to adopt the full-time paramedic/firefighter pay scale as follows: YR1=\$62,000, YR2=\$63,000, YR3=\$65,000.
<b>MOTION SUPPORTED:</b>	Campbell
<b>MOTION STATUS:</b>	Approved by roll call. 6 ayes, 0 no’s and 1 absent.

<b>ROLL CALL VOTE:</b>	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Absent
	Rairigh:	Yes		

**H. Pay Scale for Full-time EMTs/Fire Fighters** – Rairigh asked how many full-time EMT/firefighters TTES had currently. Schaefer asked Chief how much savings it would bring. Chief Richardson said that he expected it to be about a break even.

<b>MOTION STATED:</b>	DeMaagd - Motion to adopt the full-time EMT/firefighter pay scale as follows: YR1=\$46,000, YR2=\$48,000, YR3=\$50,000.
<b>MOTION SUPPORTED:</b>	Selleck
<b>MOTION STATUS:</b>	Approved by roll call. 6 ayes, 0 no’s and 1 absent.

<b>ROLL CALL VOTE:</b>	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Absent
	Rairigh:	Yes		

**I. Election Workers Wages** – Buckowing asked if the average wage was known. Rairigh said Gaines Township pays \$12/hr. Campbell said that Willshire had stated during their committee meeting the reason for the increase was due to inflation, more hostile voters and also to attract and retain people. DeMaagd said that it isn’t people’s regular job, but think of it as a volunteer opportunity rather than to earn money. Selleck moved to table the issue until it can be discussed further. Other members agreed. Rairigh asked who would contact other townships to ask what they pay. Campbell said he could do that.

<b>MOTION STATED:</b>	DeMaagd - Motion to raise election inspector wages to \$15/hr. and election chair to \$18/hr.
<b>MOTION SUPPORTED:</b>	Selleck
<b>MOTION STATUS:</b>	Tabled for further discussion. Campbell to ask other townships about wages paid.

**12. COMMITTEE REPORTS:**

**A. Administration (Schaefer, Buckowing, Willshire)** Nothing further.

**B. Cemetery (Willshire, DeMaagd, Rairigh)** Rairigh stated that Buckowing had notified her that a limb had come down in the storm, but that by the time she went to get a picture of it to see about getting it removed, Josh had already taken care of it.

**C. Middleville DDA Report (Schaefer)** Katherine Bussard already presented this information. Buckowing clarified that funds found were from an entity other than the township.

**D. Elections (Willshire, Buckowing, Schaefer)** Buckowing asked about voter turn-out. Schaefer stated it was in the consent agenda. Brown stated that it was between 26 and 30%.

**E. Emergency Services (DeMaagd, Schaefer, Rairigh)** Thankful the millage passed. Buckowing complimented TTES on their Facebook page and asked who had been working on it as they had done a great job.

**F. Finance (Buckowing, Willshire, Rairigh)** Nothing new.

**G. Parks and Recreation Representative (Getty)** Bussard discussed the Canoe Race.

**H. Personnel – Compensation (Willshire, Campbell, Schaefer)** Nothing further.

**I. Property and Public Utilities (Selleck, DeMaagd, Campbell)** Nothing new.

**J. Roads and Highways (Campbell, DeMaagd, Selleck)** Campbell explained that residents had a petition going around to see if they can get approval for Noffke Drive to get paved. John Corner has been a part of the project and explaining that it would be paid by special assessment.

**K. Duncan Lake Sewer (Campbell, Selleck, Schaefer)** Schaefer explained that Buist was doing the electrical work but was waiting for the transformer for the 3-phase power to be installed by Consumers Energy and that it wouldn't be until the end of September.

**L. Ad-Hoc Medical Insurance Committee (Eaton, Buckowing, Willshire, Rairigh)** Members to be changed to Schaefer, Richardson, Willshire, and Rairigh.

**16. SECOND PUBLIC COMMENT PERIOD:** Mike Powell – EMT/Firefighter with TTES spoke about his time at TTES and the various trainings he has taken to further his skills used in service to the community. He then thanked the board for educational scholarship opportunity they were making available to staff.

**17. POLL OF MEMBERS:**

**Kim Selleck (Trustee)** – Received a visit from EGLE and Barry County Health Department regarding the discovery of PFAS in the Village of Middleville sewer lagoon and the possibility that there could be contaminants in the well at his home. They will be testing his well. Getty suggested she could ask a representative from the Health Department to attend a board meeting to talk about the issue further.

**Sandy Rairigh (Trustee)** – Encouraged members to start thinking about how to spend ARPA funds.

**Ross DeMaagd (Trustee)** – Nothing further.

**Curt Campbell (Trustee)** – Nothing further.

**Deb Buckowing (Treasurer)** – There is an MTA Regional Summit and she encouraged members to attend. In April, Buckowing met a labor attorney from Mika Myers named Nikole who would be a get resource for understanding firefighter labor questions and would like to suggest they meet with her. Rairigh suggested inviting her to a board meeting.

**Cindy Willshire (Clerk)** – Absent.

**Eric Schaefer (Supervisor)** – Thanked TTES staff for coming tonight and thanked the residents that approved the TTES millage.

**18. ADJOURNMENT:**

**TIME: 8:25 P.M.**

<b>MOTION STATED:</b>	Campbell – Motion to Adjourn.
<b>MOTION SUPPORTED:</b>	Buckowing
<b>MOTION STATUS:</b>	Approved by voice vote. 6 ayes, 0 no’s and 1 absent.



Amy Brown, Recording Secretary

Approved 9/13/2022